

Non-Code Ordinance

By: Public Works  
Introduced: August 26, 2019  
Public Hearing: September 9, 2019  
Adopted: September 9, 2019  
Yes: Burney, Dryden, Graham, Harvey, Ledford, O'Barr  
No: None  
Absent: None

**City of Wasilla  
Ordinance Serial No. 19-23**

**An Ordinance Of The Wasilla City Council Amending The Fiscal Year 2020 Budget By Appropriating \$138,250 From The General Fund, Fund Balance And Transferring Funds In The Amount Of \$138,250 To The Capital Improvement Fund For The Wasilla Wireless Communications Network Project.**

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**Section 1. Classification.** This is a non-code ordinance.

**Section 2. Purpose.** To appropriate funding from the general fund, fund balance in the amount of \$138,250 and transferring the funding to the capital improvement fund to meet the local match requirement for the Wasilla Wireless Communications Network project.

**Section 3. Appropriation of Funds.** The funds are appropriated to the following:

WWCN-City Match	110-4210-420.45-38	\$138,250
Transfer/Capital Projects Fund	001-4990-499.99-11	\$138,250

**Section 4. Source of Funds.**

General Fund, Fund Balance	001-0000-253.20-00	\$138,250
Transfer/General Fund	110-0000-391.10-01	\$138,250

**Section 5. Effective date.** This ordinance shall take effect upon adoption by the Wasilla City Council.

ADOPTED by the Wasilla City Council on September 9, 2019.

  
BERT L. COTTLE, Mayor

ATTEST:

  
JAMIE NEWMAN, MMC, City Clerk

[SEAL]

## CITY COUNCIL LEGISLATION STAFF REPORT

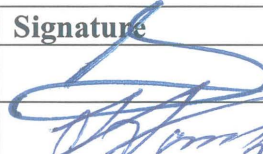



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**Ordinance Serial No. 19-23: Amending The Fiscal Year 2020 Budget By Appropriating \$138,250 From The General Fund, Fund Balance And Transferring Funds In The Amount Of \$138,250 To The Capital Improvement Fund For The Wasilla Wireless Communications Network Project.**

Originator: Public Works Director

Date: August 13, 2019

Agenda of: August 26, 2019

Route to:	Department Head	Signature	Date
X	Public Works Director		8/14/19
X	Finance Director		8/14/19
X	Deputy Administrator		8/19/19
X	City Clerk		8/15/19

Reviewed by Mayor Bert L. Cottle:  8/16/2019

**Fiscal Impact:**  yes      **Funds Available:**  yes      \$138,250

**Account name/number:** WWCN-City Match/110-4210-420.45-38

**Attachments:** Ordinance Serial No. 19-23 (1 page)

WWCN Memorandum of Agreement 2017 (3 pages)

City Local Match Plan 2017 (2 pages)

**Summary Statement:** This ordinance is proposed to appropriate \$138,250 from the general fund, fund balance and transferring the funds to the capital improvement fund for the Wasilla Wireless Communications Network project. More specifically, additional city match funding is needed to continue and complete the project. The current balance of federal funding is \$1,311,810 while the original city match has been fully spent in the amount of \$352,385 that was appropriated through Ordinance Serial No. 17-02.

A portion of the original city match was used for construction services upgrading the MatCom dispatch center, and construction services are not eligible for matching the federal funds. Therefore, this ordinance appropriates the needed local match to fully spend the federal funding on dispatch communication systems.

**Staff Recommendation:** Introduce and set the ordinance for public hearing.



**Memorandum of Agreement  
Between Alaska Department of Transportation and Public  
Facilities and  
City of Wasilla**



**Project:** Wasilla Wireless Communications Network (WWCN)  
**IRIS Project Number:** (TBD)

The parties to this Agreement are the Alaska Department of Transportation and Public Facilities (hereafter ADOT&PF) and City of Wasilla, a City established under Alaska law (hereafter the City).

WHEREAS, the City received an FFY17 Federal Earmark for Wasilla Wireless Communications Network (hereafter WWCN);

WHEREAS, \$3,550,000 has been appropriated for the project and 5%, or \$177,500, is reserved for ICAP. Leaving \$3,372,500 available for the WWCN project.

WHEREAS, ADOT&PF will support the City using a Reimbursable Contract Agreement for managing the federal funding.

THEREFORE, the parties, in consideration of the mutual promises contained in this Agreement, agree to the following:

#### **COMPLIANCE WITH LAWS AND REGULATIONS**

The City agrees to comply with all applicable local, State, and Federal laws and regulations.

#### **PROJECT SCOPE**

The purpose of this agreement is for ADOT&PF to manage the FFY17-19 federal earmark funds for the City so that it can implement the WWCN.

A total of \$4,499,500 in Federal Earmark funds was originally appropriated in FFY05, and there is currently a remaining balance of \$4,169,243. Of this amount, \$3,550,000 is being allocated for tasks 1-4 of the project. Additional funds will be obligated at a later date for the Maintenance phase. The project phase and budget, as well as the local match plan, are provided in Appendix A.

The City plans to use the federal earmark to develop a multi-layered voice and data network and other advanced communication systems in order to improve emergency response communications, data systems and the interoperability of voice and data systems for the benefit of multiple emergency response agencies in the Wasilla area. ADOT&PF has an interest in this project in order to share the communications network in this area for intelligent transportation systems related projects.

**The City has the responsibility to:**

- conform to all US DOT rules and regulations in developing the project using Systems Engineering for Intelligent Transportation Systems.
- provide the 9.03% match of the federal earmark.
- administer all funding which includes accounts receivable and payable, managing the budget and requesting federal reimbursements.
- administer the project and expend funds that directly relate to the project.

**ADOT&PF has the responsibility to:**

- Ensure that the project conforms to all US DOT rules and regulations in developing the project using Systems Engineering for Intelligent Transportation Systems.
- Ensure all reimbursement requests are for expenses related to the WWCN project

**FUNDING**

The project schedule, budget and local match plan are included in Appendix A.

Funds required to complete the project in excess of \$4,169,243 will be secured by the City.

DOT&PF indirect costs, at the rate of 4.96 percent, are deducted from the project account. DOT&PF indirect costs are those authorized by 2-CFR-200.

The City will administer all funding under this agreement and will procure contractual services to develop the project.

The estimate takes into consideration services needed for planning, design, implementation and maintenance.

**BILLING**

Project costs eligible for reimbursement include in-house project management, contracted services, and materials purchases.

Billings for all phases of this project will be paid by ADOT&PF through a reimbursable contract agreement for completed work directly related to the project. All billings shall include back-up documentation such as copies of receipts for materials and equipment purchases, timesheet copies for personnel labor and, where applicable, contractor invoices paid for consultant work, and copies of all payments made for the approved purchases, including copies of checks or credit card statements.

**CONTACTS**

Required notices of this Agreement must be sent to the following contract administrators:

**ADOT&PF:** Lisa Idell-Sassi  
ITS Coordinator/511 Manager  
ADOT&PF-Information Systems & Services Div.  
3132 Channel Dr., #250  
PO Box 112500, MS-2500  
Juneau, AK 99811-2500  
PH: (907) 465-8952  
E-mail: [lisa.idell-sassi@alaska.gov](mailto:lisa.idell-sassi@alaska.gov)

**City:** Joel Butcher, ENP  
Wasilla Police Department  
1800 E Parks Highway  
Wasilla, AK 99654  
PH: (907) 352-5402  
E-mail: [jButcher@ci.wasilla.ak.us](mailto:jButcher@ci.wasilla.ak.us)

Each party agrees to notify the other party in writing of any change in this agreement.

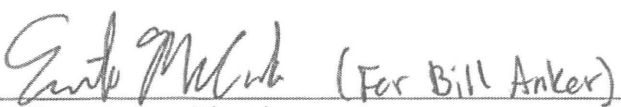
**AMENDMENT OF AGREEMENT**

This Agreement may only be modified or amended by written agreement signed by the original signatories or their successors in office.

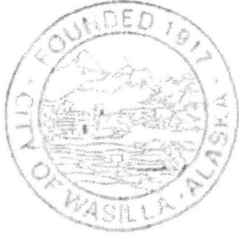
**THE WHOLE AGREEMENT**

This Agreement constitutes the entire agreement between the parties. There are no other understandings or agreements between the parties, either oral or memorialized in writing regarding the matters addressed in this Agreement. This Agreement may not be amended by the parties unless agreed to in writing with both parties signing through their authorized representatives.

**SIGNATURES**

\_\_\_\_\_  
Mayor, City of Wasilla  
  
  
\_\_\_\_\_  
William Anker, Director  
ADOT&PF / Information Systems & Services Div.

\_\_\_\_\_  
Date  
  
\_\_\_\_\_  
Date 2/16/17



# CITY OF WASILLA

**MAYOR BERT L. COTTLE**

290 E. Herning Avenue

Wasilla, AK 99654-7091

Phone: (907) 373-9055

Fax: (907) 373-9096

February 15, 2017

Project: Wasilla Wireless Communication Network (WWCN)  
RE: Local Match Plan

Lisa Idell-Sassi, ITS Coordinator  
Alaska DOT&PF / ISSD  
3132 Channel Drive, Suite 250  
Juneau, AK 99811

Dear Lisa,

The Federal Earmark funds for Phase 1 through 4 of the project are \$3,550,000.00.

The City of Wasilla intends to set up a project account to for all expenditures related to the project. The City of Wasilla Finance Department, located at 290 E Herning Ave, Wasilla, AK 99654, will be the point of contact for financial transactions related to the project.

The City of Wasilla has sufficient fund balances to obligate to this project, and will appropriate those funds based on FHWA and ADOT&PF approval of the project and City Council approval of the financial expenditure processes outlined in the Reimbursable Services Agreement (RSA) and Memorandum of Agreement (MOA) with ADOT&PF.

Subject to Council approval, the City of Wasilla intends to appropriate 9.03% in local matching funds from existing revenues in the amount of \$352,385.00.

None of the matching funds appropriated by the City of Wasilla for this project originated from Federal Revenue.

Budget Category	Federal Share	Match
(300) Contractual Services (any contractor)	262,613	26,068
(400) Commodities	441,205	43,796
(500) Equipment	2,677,134	265,741
State ICAP (5%)	169,048	16,780
TOTALS	3,550,000	352,385
TOTAL PROJECT COSTS:	3,902,385	
START DATE:	1-Mar-17	
*END DATE:	30-Apr-19	

Sincerely,



Bert L. Cottle  
Mayor



Troy Tankersley  
Finance Director

Enclosure(s)